From: Salemi, Charles (DPH)

Sent: Tuesday, August 17, 2010 10:05 AM

To: Hanchett, James (DPH) **Subject:** RE: Notary Dates

Hi Jim, We normally go down to the Secretary of State's office and get renewed, no appointment. We get a receipt and then submit the receipt to purchasing for reimbursement. I don't know if they have a branch of the secretary of states office out there. Maybe you should contact Galvin's office. Where have you been going in the past to get renewed? Chuck S

From: Hanchett, James (DPH)

Sent: Tuesday, August 17, 2010 9:42 AM

To: Salemi, Charles (DPH) **Subject:** Notary Dates

Hi Chuck,

Sharon, Sonja and I are due for new Notary dates in October. Who should I contact to arrange it?

Jim